
AMENDING ORDINANCE NO. 2005-14
CLARIFYING THE PROCEDURES FOR NAMING ROADS
UNDER SANTA FE COUNTY RURAL ADDRESSING

- 1. ADDRESSING:** The Mile Marker System of Rural Addressing shall be the approved method of addressing in the incorporated areas of the Town of Edgewood. All lots, occupied buildings, and residences shall be numbered according to their distances from the starting point of the road upon which such lot, occupied building or residence fronts or is provided access to the driveway entrance. Even numbers shall be assigned to one side of each road, and odd numbers shall be assigned to the other side of each road. State highways shall be addressed according to existing mile markers. All other roads that provide access to four or more lots, occupied buildings, or residences shall be considered to begin at the point where they branch from another road. If any road has both ends accessed from the same road, i.e. a loop road, the road shall be numbered in a clockwise direction.
- 2. ROAD NAMES:** Any road or driveway, whether public or private, that accesses four or more lots, occupied buildings, or residences shall be approved by the Rural addressing department of Santa Fe County. Road names shall not exceed eighteen characters in length, including spaces, and shall not be duplicated within the Town of Edgewood, the County of Santa Fe or the northern Tarrant County area. Land owners may request a specific name by following the same procedures as are used for road name changes delineated below in paragraph 3. However, the Town reserves the right at all times to determine whether a road name is appropriate.
- 3. ROAD NAME CHANGES:** The Town of Edgewood may change existing road names as necessary to eliminate duplication or to otherwise serve the public interest. In addition, land owners may petition to change a road name by filing with the Town a petition signed by a majority of the number of land owners whose lots, occupied buildings, or residences are accessed by the road. For the purposes of establishing a majority of the land owners, one person per lot, occupied building, or residence may sign the petition, i.e. one lot, one vote; one occupied building, one vote; one residence, one vote. Once a road has been named, it may not be the subject of a petition for renaming for at least ten years, unless the petitioning land owners can establish a need to rename the road based on public health, safety, or welfare.
- 4. ROAD SIGNS:** All road signs shall conform to approved Town standards for color, overall size, lettering size, and height. Road signs shall be installed and maintained by the Town except as follows:

A. Developers and subdivisions shall submit a proposed list of road names to the Town and the Rural addressing division of Santa Fe County for approval, shall provide the the County Assessors with a mylar sepia copy of the approved subdivision plat showing assigned road names and address numbers, and shall install and maintain road signs within their development or subdivision upon assignment by the Town of Edgewood and Rural addressing division of Santa Fe County of approved road names.

B. Land Owners requesting a road name change pursuant to paragraph 3 above shall be responsible for the cost of replacing the road sign according to the established fee schedule for road name changes.

5. **NUMBERING REQUIREMENTS:** All lots, occupied buildings, and residences in the Town of Edgewood, Santa Fe County shall be numbered. Numbers shall be assigned to all existing lots, occupied buildings, and residences by the Santa Fe County Rural Addressing department. Where fewer than four lots, occupied buildings, and residences are accessed by a road or driveway, those lots, occupied buildings, and residences shall be further designated by a letter. The rural Addressing System shall be maintained by Santa Fe County.

6. **PLACEMENT OF NUMBERS:** It shall be the duty of the owner and/or occupant of each lot, occupied building, or residence in the Town of Edgewood to have placed upon his or her property the number assigned by the County and to maintain and replace, when necessary, such numbers so that the number is at all times visible and readable. Numbers shall conform to the approved County standards for color and size. Numbers shall be permanently placed and maintained at the entrance to the driveway from which such lot, occupied building, or residence is accessed.

7. **LIST OR COUNTY ROADS:** The County shall keep a list showing the number of each lot, occupied building, and residence in the Town of Edgewood areas of Santa Fe County, which list shall be a matter of public record.

8. **PROHIBITIONS:** To ensure the maintenance and preservation of the Rural Addressing System, the Town imposes the following prohibitions.

A. No development permit shall be issued to any person for any location until an address has been assigned to that location.

B. Only persons authorized by the Town may install or erect road signs, except as otherwise required by the Town for developments or subdivisions.

C. No person shall remove, alter, or deface, or otherwise change a road sign installed or maintained in accordance with this ordinance.

9. **PENALTIES:** Violations of this ordinance shall be punishable as follows:

A. Any person, partnership, association, corporation, public utility, private utility, or other legal entity who installs or causes to be installed any utility service, including but not limited to electricity, gas, water, sewer, telephone, or cable television service to any location required by this ordinance to be assigned an address without first receiving a development permit and an address for that location shall be guilty of a misdemeanor punishable by a fine not to exceed three hundred dollars (\$300.00) or imprisonment for a term not to exceed ninety (90) days, or both.

B. Any person who fails to properly place and maintain assigned address numbers on property owned or occupied by that person as required by this ordinance shall be guilty of a misdemeanor punishable by a fine not to exceed fifty dollars (\$50.00).

C. Any person who intentionally installs a road sign or assigned address number in violation of this ordinance or who intentionally removes, alters, defaces, changes, or conceals a road sign or assigned address number erected or installed pursuant to this ordinance shall be guilty of a misdemeanor punishable by a fine not to exceed three hundred dollars (\$300.00) or by imprisonment for a term not to exceed ninety (90) days or both.